

Graduate School of Management
MBA Briefing Session
Thursday 8 January 2009
GSM1 Lecture Theatre

1.00pm	Please make sure to register your arrival at La Trobe International	<i>La Trobe International Office Level 2 Peribolos East Building Bundoora Campus</i>
2.00pm	Welcome	<i>Ms Jo Wagner, Client Services Manager</i>
2.15pm	Getting to know you	<i>Mr Costa Englezos</i>
2.45pm	Administration and Enrolment	<i>Ms Jo Wagner, Client Services Manager Ms Cheryl Norden, Student Services Officer Mr David Robertson, Client Services Assistant Ms Emma Mitchell, Administration Officer</i>
3.45pm	Light Refreshments	<i>Resource Room</i>
4.00pm	Essentials Information Session	<i>Ms Amanda Fong, Manager International Student Support Services, La Trobe International</i>
5.00pm	Refreshments and break	<i>Resource Room</i>
6.00pm	Head of School Welcome	<i>Professor Geoffrey Durden, Head of School</i>
6.15pm	Library Introduction	<i>Ms Nicole Sackers</i>
6.30pm	Academic Standards & Conduct	<i>Dr Navin Veerapa, Program Director</i>

Writing Skills 1st hour of Organisational Behaviour Class for the first 3 weeks of term
Library Workshop Thursday 22 January, 4.00pm - 5.30pm, Computer Lab
Attendance is strongly recommended for both workshops